

1 UNITED STATES BANKRUPTCY COURT
2 DISTRICT OF ARIZONA
3
4
5
6

7 In the matter of)

8)
9 BANKRUPTCY PETITION)
10 PREPARERS)
11 _____)

AMENDMENT TO
GENERAL ORDER NO. 89

12 General Order No. 89 is hereby amended by adding the following.
13

14 IT IS FURTHER ORDERED THAT:

- 15 1. Effective with cases filed June 1, 2005, the following documents are
16 required to be electronically filed, in the manner directed in any
17 instructions issued by the clerk, by the document preparer who
18 prepared the document. Paper filings are subject to rejection as
19 provided in General Order No. 87 as amended.
20 Mailing List of Creditors
21 Schedules and Statement of Financial Affairs (except for
22 amendments)
23 Debtor's Statement of Intention
24 Disclosure of Compensation of Bankruptcy Preparer
25 Exhibits to these documents
26
27 2. The debtor(s) shall file with the clerk of court the paper bankruptcy
28 petition and Statement of Social Security Number containing their
original signature(s).
3. Paper copies of the Schedules, Statement of Financial Affairs and
the Statement of Intention containing the debtor(s) original signatures
shall be provided to and retained by the Office of the United States
Trustee.

- 1 4. A document preparer who provides his/her full Social Security
2 Number on their ECF Password Registration and who thereafter
3 makes the above required electronic filings may, in lieu of placing
4 his/her Social Security Number on documents they prepare, instead
5 place his/her Arizona Supreme Court Certified Legal Document
6 Preparer number on the documents and on the Disclosure of
7 Compensation of Bankruptcy Preparer.
8
9 5. Before preparing any document for filing or before accepting any fees
10 from a debtor, the document preparer shall provide to the debtor the
11 written notice stated below.. The document preparer shall certify that
12 the written notice was provided to the debtor. Such certification may
13 be included in the Disclosure of Compensation of Bankruptcy
14 Preparer.

13 **IMPORTANT THINGS YOU SHOULD KNOW ABOUT DOCUMENT PREPARERS**

14 Document preparers are not lawyers and cannot give you legal advice. They cannot advise
15 whether bankruptcy is right for you, or which kind of bankruptcy (*e.g.*, Chapter 7 or Chapter
16 13) is more appropriate for you.

17 Before filing a bankruptcy case you should consider alternatives such as attempting to work out
18 a modified payment plan with your creditors, or consulting with a counselor who can create a
19 debt management plan for you.

20 Before filing a bankruptcy case you need to make a very important decision whether to
21 file under Chapter 7 or under Chapter 13. A document preparer cannot advise you which is
22 better for you. Only a lawyer can do so.

23 Certain debts are not dischargeable, and certain debts are dischargeable only if you file
24 under the appropriate chapter. A document preparer cannot advise you whether any particular
25 debt is dischargeable.

26 To keep your house, you must keep making all payments that come due after your
27 bankruptcy case is filed. A document preparer cannot advise you whether you can stop making
28 such payments and still keep the property that secures the debt.

 A document preparer cannot advise you whether you can claim certain property as exempt.

 A debtor must file Schedules that list *all* of the debtor's property and debts. A document
preparer cannot advise you that some property or debt need not be listed in the Schedules.

1 In Arizona, all document preparers must be certified by the Arizona Supreme Court, and must
2 include their certification number in every document they prepare. Document preparers cannot
3 collect or pay your filing fees.

4 IT IS SO ORDERED.

5
6 Dated this 8th day of April, 2005.

7
8
9 /s/ Sarah Sharer Curley
10 Honorable Sarah Sharer Curley
11 Chief, U.S. Bankruptcy Court Judge

12 /s/ George B. Nielsen Jr.
13 Honorable George B. Nielsen, Jr.
14 U.S. Bankruptcy Court Judge

15 /s/ Redfield T. Baum
16 Honorable Redfield T. Baum
17 U.S. Bankruptcy Court Judge

18 /s/ James M. Marlar
19 Honorable James M. Marlar
20 U.S. Bankruptcy Court Judge

21 /s/ Charles G. Case II
22 Honorable Charles G. Case II
23 U.S. Bankruptcy Court Judge

24 /s/ Randolph J. Haines
25 Honorable Randolph J. Haines
26 U.S. Bankruptcy Court Judge

27 /s/ Eileen W. Hollowell
28 Honorable Eileen W. Hollowell
U.S. Bankruptcy Court Judge